



RESIDENTIAL SUBMITTAL REQUIREMENTS

FENCES, STORAGE BUILDING, ARBORS, PATIO COVERS, GAZEBOS, CABANAS, OUTDOOR KITCHENS, OUTDOOR FIREPLACES, FIRE PITS, ALTERATIONS AND ADDITIONS.

FENCE - Prior to replacing or installing a fence, provide the following with your submittal:

- Completed "Fence, Retaining Wall & Screening Wall Permit Application",
- Two (2) copies of the property's plot plan (survey), and
- Clearly "mark" on the plot plan (survey) the proposed fence placement on your property.
 - Note: Proposed fence replacement around a residential pool (aka 'pool barrier') has more restrictive fence and gate requirements. For information and requirements, visit Health & Food Safety's webpage at <http://tx-frisco.civicplus.com/173/Health-Food-Safety>)

Please contact Building Inspections at (972) 292-5301 regarding the submittal requirements for Retaining and Screening Walls.

OUTSIDE STORAGE SHED / UTILITY STRUCTURE - Prior to installing a storage shed or utility structure, provide the following with your submittal:

- Completed 'Residential Building Permit Application',
- Three (3) copies of the property's plot plan (or survey),
- Clearly "mark" on the plot plan (survey) the proposed placement, and
- Three (3) copies of detailed drawings (or a manufacturer's brochure) with the proposed structure's dimensions (length, width, and maximum height).
- (Note: Many residential properties are located within a subdivision with a Homeowner's Association. Please contact your HOA to ensure you can build the storage structure.)

ARBORS, PATIO COVERS, GAZEBOS, AND CABANAS - Prior to installing an arbor, patio cover, gazebo, cabana or similar outdoor structure, provide the following with your submittal:

- Completed 'Residential Building Permit Application',
- Three (3) copies of the property's plot plan (survey),
- Clearly "mark" on the plot plan (survey) the proposed placement, and
- Three (3) copies of detailed drawings (or a manufacturer's brochure) with the proposed structure's dimensions (length, width, and maximum height), which include an aerial view, front and side elevation, materials list, and
- If proposed structure is going to be physically attached to the main structure (dwelling), include the support bracket types, bolts to be used (size & length) and what the structure will be attached to on the main structure (i.e., brick, main supports to house, etc.), also
- Include Footer Detail Sheet and how posts will be attached. If bolts to the slab, what will be the type of brackets, bolts, and depth of concrete slab. If placed below grade level, provide the depth of the hole and if there will be concrete, rebar, etc.
- Additionally, if the structure is made of aluminum, steel or vinyl, the structure must be engineered.
- (Note: Many residential properties are located within a subdivision with a Homeowner's Association. Please contact your HOA to ensure you can build the structure).

OUTDOOR KITCHENS - Prior to installing an outdoor kitchen area, provide the following with your submittal:

- Completed 'Residential Building Permit Application',
- Three (3) copies of the property's plot plan (survey),
- Clearly "mark" on the plot plan (survey) the proposed placement,
- Three (3) copies of the front elevation of the structure with the correct shaped dimensions, materials being used, footer details,
- Type(s) of appliances (i.e., barbeque grill, refrigerator, sink, ice-maker, pizza oven, ice chest, etc.). Note: Outdoor kitchen sinks and ice chests are required to drain to the sanitary sewer line.
- If applicable, ensure to indicate if natural gas or propane is going to be used for any grill installation.
- (Note: Many residential properties are located within a subdivision with a Homeowner's Association. Please contact your HOA to ensure you can build the outdoor kitchen.)

FIREPLACE (OUTDOOR) - Prior to installing an outdoor fireplace area, provide the following with your submittal:

- Completed 'Residential Building Permit Application',
- Three (3) copies of the property's plot plan (survey),
- Clearly "*mark*" on the plot plan (survey) the proposed placement,
- Three (3) copies of the front elevation of the fireplace with the correct shaped dimensions (including height), materials being used, and footer details,
- Specify if the fireplace will have natural gas or be wood-burning,
- If using a firebox insert, provide a copy of the Manufacturer's Warranty and any other details.
- (Note: Many residential properties are located within a subdivision with a Homeowner's Association. Please contact your HOA to ensure you can build the outdoor fireplace.)

FIRE PITS (as required by the International Fire Code® (IFC). Please be advised to ensure fire pit is built 15 feet from any main structure or combustible material. This is measured from the perimeter of the fire pit to the structure or combustible material.

Prior to installing a fire pit, provide the following with your submittal:

- Completed 'Residential Building Permit Application',
- Three (3) copies of the property's plot plan (survey),
- Clearly "*mark*" on the plot plan (survey) the proposed placement,
- Three (3) copies of the elevation with dimensions.
- (Note: Many residential properties are located within a subdivision with a Homeowner's Association. Please contact your HOA to ensure you can install the fire pit.)

ALTERATIONS AND ADDITIONS - All work must comply with the City of Frisco International Codes with local amendments. Please review the information (below) to ensure you include all required documentation with your Building Permit submittal. Also, many residential properties are located within a subdivision with a Homeowner's Association. You may want to consider contact with your HOA to ensure the addition / alteration is allowed within your community.

Three (3) copies of plot plan (or survey) shall be provided indicating where the addition/alteration is proposed to be added (i.e., back side of house, over existing garage or living space, plans of existing elevations, three (3) copies of architectural drawings including mechanical & electrical if a/c space is added. These plans must include an Engineer of Records' letter of frame design, and indicate that the existing slab will support the new loads imposed.

Two story dwellings must include Engineered drawings with the truss layout for the 1st floor ceiling joists, when applicable. *An energy analysis report shall be required for the new addition.*

A CD (.pdf) shall be submitted with all documents and plans scanned onto it.

Where new a/c or non-a/c space is added horizontally to an existing slab area, the combined slab area cannot exceed the lot coverage for the subdivision.

Where allowed any siding used shall be cement fiber or Engineered treated wood product.

One-hundred (100%) percent brick is required when adding a/c enclosed space. No more than fifty (50%) percent siding to existing and new 2nd story exterior façade areas. 2nd story siding areas cannot be flush over brick.

Where adding an enclosed a/c or non a/c space (i.e., existing covered porch area) the homeowner may draw plans. (An architect is not required.) This rule would always apply when enclosing attic space when it has been determined by building inspections that an Engineer and Architectural drawings are not required.

Provide a detailed list of attachment procedures, method of anchoring, pier details, nominal lumber sizes, and materials list on any addition or alteration.

The Residential Inspection Checklist & Guide helps provide a detailed outline of inspection requirements and may be obtained at <http://tx-frisco.civicplus.com/DocumentCenter/View/852/Residential-Submittal-Guideline-PDF>